HHF Alabama Date: May 6, 2020

#### **SERVICE SCHEDULE B-1**

ALABAMA HOUSING FINANCE AUTHORITY



#### PROGRAM TERM SHEET

#### **SUMMARY GUIDELINES**

#### HARDEST HIT FOR ALABAMA'S UNEMPLOYED HOMEOWNERS

#### 1. Program Overview

AHFA will administer the program to subsidize 100 percent of an eligible unemployed or underemployed homeowner's current monthly mortgage payments and all other mortgage-related expenses (including subordinate liens, if applicable) during their time of eligibility. AHFA will provide a payment not to exceed \$15,000 to bring the homeowner current on his or her delinquent mortgage(s). If this maximum amount that AHFA will provide is less than the total amount needed to bring the homeowner current on all existing mortgages, the homeowner must cover any shortfall. The payment can cover principal, interest, fees, escrow/impound expenses, past due homeowners association (HOA) fees, delinquent taxes and/or escrow shortage for taxes and insurance.

AHFA will also provide a payment not to exceed \$30,000 to bring homeowners, who have encountered an eligible financial hardship and who can afford their current monthly mortgage payment, current on his or her delinquent mortgage(s). Funds must fully reinstate the homeowner's mortgage loan(s).

The assistance will not exceed a total of \$30,000 per household.

Interested homeowners will apply directly to AHFA via a secure website monitored and maintained by AHFA staff. Applications will be evaluated and approved by AHFA staff members. Approved homeowners will be expected to submit certain information documenting their financial hardship and inability to pay their mortgage and supporting their mortgage claims.

#### **Program components include:**

Mortgage Payment Assistance: payments for eligible unemployed or underemployed homeowners will be disbursed to servicers by AHFA on a monthly basis contingent upon homeowner continued eligibility and recertification. Monthly assistance, when combined with any assistance needed to bring the homeowner current (not to exceed an aggregate total of \$30,000 per household), will continue for up to twelve months,

	provided that the property continues to be the homeowner's primary residence and the homeowner otherwise complies with program guidelines.
	One-Time Reinstatement Assistance: payment for eligible homeowners who have a past due balance in excess of \$15,000 and have encountered an eligible financial hardship will be disbursed to servicers by AHFA in a single disbursement up to \$30,000. Payment must fully reinstate the homeowner's mortgage loan(s).
2. Program Goals	Provide mortgage payment assistance to unemployed or underemployed Alabama homeowners and reinstatement to homeowners who have encountered a financial hardship, both with a chance of sustaining homeownership.
3. Target Population / Areas	This program will assist low- to moderate-income families in Alabama.  AHFA does not anticipate targeting this assistance on a geographic basis.
4. Program Funds (Excluding Administrative Expenses)	Not applicable. Program Funds may be disbursed under any program included in Schedule B.
5. Borrower Eligibility Criteria	Homeowners who have experienced a hardship which has impacted their ability to make their mortgage payment(s). Eligible hardships include unemployment, a reduction in regular work hours, or illness of the homeowner, homeowner's family member, or dependent family member.
	Homeowners must have a total annual income of less than 140 percent of the state median income. AHFA may change this limit annually when new income data becomes available from the U.S. Department of Housing and Urban Development.
	Homeowners, in connection with a mortgage or real estate transaction, cannot have been convicted, within the last 10 years, of any one of the following: (A) felony larceny, theft, fraud or forgery, (B) money laundering or (C) tax evasion.
	Homeowners will be required to provide a financial Hardship Affidavit attesting to their inability to pay their mortgage (for Mortgage Payment Assistance) or attesting to the eligible financial hardship (for One-Time Reinstatement Assistance) and must meet other eligibility criteria per the program guidelines. HHF will be available to qualified homeowners on a first-come, first-served basis.
	Mortgage Payment Assistance:
	<ul> <li>Alabama homeowners who are currently receiving or previously received state or federal unemployment compensation benefits or TRA on or after March 1, 2020, or who have encountered an eligible financial hardship resulting in a 10% or greater reduction in total</li> </ul>

household income (underemployment) may be eligible for Mortgage Payment Assistance.
One-Time Reinstatement Assistance:

	<ul> <li>Alabama homeowners who are past due on their mortgage payments and who have encountered an eligible financial hardship resulting in a 10% or greater reduction in total household income in the most recent 12 months may be eligible for one-time reinstatement assistance. Eligible financial hardships include loss or reduction in income through no fault of the homeowner, medical hardships, death, divorce, or disability. The post- assistance housing ratio may not exceed 45%.</li> </ul>
6. Property / Loan Eligibility Criteria	Homeowners must currently occupy the property as their primary residence and the residence must be located within the state of Alabama. Eligible structures include single-family homes, attached or detached, and manufactured housing attached to real property. Existing mortgage loans on the property must have an unpaid principal balance totaling no more than \$300,000. Mortgages must be originated by a financial institution in the business of regularly originating mortgage loans and the mortgage loans must be executed and recorded prior to the homeowner's financial hardship.
7. Program Exclusions	Mortgage loans on second homes or investment properties will not be eligible for HHF assistance.
	Homeowners who have ownership interest in a property other than their primary residence.
	Homeowners who are in an active bankruptcy
	Homeowners who previously received assistance under this program.
8. Structure of Assistance	Homeowners receiving funds will execute a note and a subordinate mortgage lien in favor of AHFA that will be recorded in public records against the property. Loans will be zero percent and non-amortizing.
	Loans originated between the pilot program commencement and December 31, 2012, will be forgiven at the termination of a five-year term. Loans originated between January 1, 2013, and December 31, 2013, will be forgiven at the termination of a four-year term. Loans originated between January 1, 2014, and December 31, 2014, will be forgiven at the termination of a three-year term. Loans originated between January 1, 2015 and December 31 2015 will be forgiven at the termination of a two year term. Loans originated between January 1, 2016, and December 31, 2016, will be forgiven at the termination of a one-year term. Loans originated between January 1, 2017, and December 1, 2018 will be forgiven at the termination of a two-year term. Loans originated on or after January 1, 2019 will be forgiven at the termination of a one-year term or upon the End of Term (as defined in the Agreement), whichever comes first.
	Loans will be repayable only if the homeowner sells the property before the forgiveness period expires and there is sufficient equity to pay all or

9. Per Household Assistance	part of the unforgiven balance of the loan. Repaid HHF funds will be used to assist additional homeowners in accordance with the Agreement.  Ongoing monitoring, repayments and satisfactions will be conducted through AHFA.  Assistance not to exceed a total of \$30,000 per household.  AHFA will cover 100 percent of the household's monthly mortgage payments and all other mortgage-related expenses (including principal, interest, fees, escrow/impound expenses, past due HOA fees, delinquent taxes and/or escrow shortage for taxes and insurance) unless final payment amount exceeds the maximum assistance available.  If a homeowner is qualifying for Mortgage Payment Assistance and the maximum amount that AHFA will provide for reinstatement under that component (a total of \$15,000 per household) does not exceed the total
10. Duration of Assistance	amount needed to bring the homeowner current on all existing mortgages, the homeowner must cover any shortfall.  Under the Mortgage Payment Assistance component, payments (excluding the amount needed to bring the homeowner current) will be disbursed to servicers by AHFA on a monthly basis contingent upon homeowner continued eligibility and re-certification. Any amount needed to bring the homeowner current will be disbursed to servicers by AHFA as a single disbursement. Monthly assistance, when combined with any assistance needed to bring the homeowner current not to exceed an aggregate total of \$30,000 per household, will continue for up to twelve months, provided that the property continues to be the borrower's primary residence and the borrower continues to comply with program guidelines.  Under the One-Time Reinstatement component, a single disbursement up to \$30,000 will be made to fully reinstate the homeowner.
11. Estimated Number of Participating Households	8,500
12. Program Inception / Duration	The pilot program began on December 15, 2010, and funds became available statewide on February 2, 2011. AHFA anticipates that the program will last until September 30, 2020, or as long as the allocation of funds is available, whichever occurs first.
13. Program Interactions with Other HFA Programs	Homeowners may participate in other Alabama HHF programs as long as the homeowners meet all program requirements established for each program. The total combined assistance for all programs may not exceed \$60,000. Homeowners are required to apply separately for each program.

14. Program Interactions with HAMP	This assistance can interact with any and all loan modification programs, including HAMP, provided that the homeowner meets the qualifications established by AHFA and Treasury for HHF. HHF funds can be utilized before or after assistance from HAMP UP.
15. Program Leverage with Other Financial Resources	None.

# **SERVICE SCHEDULE B-2**

## ALABAMA HOUSING FINANCE AUTHORITY



# **SUMMARY GUIDELINES**

## SHORT SALE ASSISTANCE PROGRAM

1. Program Overview	AHFA will administer HHF funds to assist financially distressed homeowners with the sale of their primary residence. The short sale assistance program will assist homeowners who can no longer sustain their monthly mortgage obligation due to a hardship such as unemployment, underemployment, divorce, or disability. The assistance will not exceed a total of \$30,000 per household.  HHF Participating Servicers may refer interested sellers for participation in the program. The servicer must provide evidence the seller has been approved for a short sale, contingent upon receipt of HHF funds. The seller will apply via a secure website monitored and maintained by AHFA staff. Applications will be evaluated and approved by AHFA staff members. Sellers will be expected to submit certain information documenting their income, short sale approval (contingent upon receipt of HHF funds), executed sales contract, the value of the property, and payoff statement(s) from a Participating Servicer(s).  Participating Servicers must agree to accept a minimum loss of \$1,000 on the first mortgage loan of each short sale assisted.  AHFA will provide a single disbursement which can cover closing costs and any remaining principal amount—up to 10% of the sales price, not to exceed \$30,000. The funds will be disbursed at closing and made payable to the servicer and the closing agent (with respect to closing costs).
2. Program Goals	Provide assistance to Alabama homeowners who are unable to sustain their monthly mortgage obligation.
3. Target Population / Areas	This program will assist low- to moderate-income families in Alabama. AHFA does not anticipate targeting this assistance on a geographic basis.
4. Program Funds (Excluding Administrative Expenses)	Not applicable. Program Funds may be disbursed under any program included in Schedule B.

5. Borrower Eligibility Criteria	Applicants must have a total annual household income of less than 140 percent of the state median income. AHFA may change this income limit annually when new income data becomes available from the U.S. Department of Housing and Urban Development.  The homeowner, in connection with a mortgage or real estate transaction, cannot have been convicted, within the last 10 years, of any one of the following:  (A) felony larceny, theft, fraud or forgery, (B) money laundering or (C) tax evasion.  Homeowners will be required to provide a financial Hardship Affidavit attesting to their inability to pay their mortgage. HHF will be available to qualified homeowners on a first-come, first-served basis.  Homeowner's eligibility will also depend on the servicer's evaluation of homeowner for a short sale program.
6. Property / Loan Eligibility Criteria	The homeowner must occupy the property as their primary residence at the time of sale and the residence must be located within the state of Alabama. Eligible structures include single-family homes, attached or detached, and manufactured housing attached to real property. Existing mortgage loans on the property must have an unpaid principal balance totaling no more than \$258,690.
7. Program Exclusions	Mortgage loans on second homes or investment properties will not be eligible for HHF assistance.
8. Structure of Assistance	A single payment made payable to the servicer and the closing agent (with respect to closing costs) will be disbursed at closing. Loan forgiveness will be immediate. No additional monitoring will be required.
9. Per Household Assistance	HHF assistance per household not to exceed \$30,000.
10. Duration of Assistance	A single HHF payment made payable to the seller and closing agent will be disbursed at closing.
11. Estimated Number of Participating Households	60
12. Program Inception / Duration	The short sale program will be available to homeowners after the Seventh Amendment Date and will last as long as the allocated amount of funds is available. After successful completion of a 60-day pilot program, AHFA will make the funds available for a statewide release.
13. Program Interactions with Other HFA Programs	Homeowners may participate in other Alabama HHF programs as long as the homeowners meet all program requirements established for each program. The total combined assistance for all programs may not exceed \$60,000. Homeowners are required to apply separately for each program.

14. Program Interactions with HAMP	N/A
15. Program Leverage with Other Financial Resources	None.

## **SERVICE SCHEDULE B-3**

## ALABAMA HOUSING FINANCE AUTHORITY



# **SUMMARY GUIDELINES**

# LOAN MODIFICATION ASSISTANCE PROGRAM

1. Program Overview	To aid in the prevention of foreclosures in Alabama, the Loan Modification Assistance Program will provide funds, not to exceed \$30,000 per household, to assist financially distressed and/or underemployed borrowers in achieving modification of their home loans.
	Under the program, a one-time contribution of funds will be made to the mortgage servicer to recast the loan or be used to fill a financial gap that limits a homeowner's eligibility for a loan modification or to extinguish the lien.
	Funds may be used to reduce the outstanding principal balance, pay delinquent escrow or arrearages.
	Recast or modification must result in a mortgage payment (including principal, interest, taxes, and insurance) of no more than 31 percent of a homeowner's income. Homeowner must have demonstrated ability to maintain the mortgage under the new terms.
	The program is designed to work with loan recast, HAMP and non-HAMP modifications.
	HHF Participating Servicers may refer interested homeowners for participation in the program. The homeowner will apply via a secure website monitored and maintained by AHFA staff. Applications will be evaluated and approved by AHFA staff members. Approved homeowners will be expected to submit certain information documenting their inability to pay their mortgage and supporting their mortgage claims.
2. Program Goals	Provide assistance to underemployed Alabama homeowners who are unable to sustain their monthly mortgage obligation under the current loan terms. Providing funds will allow for a successful loan recast, loan modification or lien extinguishment for eligible borrowers.

3. Target Population / Areas	This program will assist low- to moderate-income families in Alabama. AHFA does not anticipate targeting this assistance on a geographic basis.
4. Program Funds (Excluding Administrative Expenses)	Not applicable. Program Funds may be disbursed under any program included in Schedule B.
5. Borrower Eligibility Criteria	The homeowner, in connection with a mortgage or real estate transaction, cannot have been convicted, within the last 10 years, of any one of the following: (A) felony larceny, theft, fraud or forgery, (B) money laundering or (C) tax evasion.  Homeowners will be required to provide a financial Hardship Affidavit attesting to their inability to pay their mortgage. HHF will be available to qualified homeowners on a first-come, first-served basis.  Loan Modification and Loan Recast  • Homeowners applying for a loan modification or recast must have a total annual household income not to exceed 140 percent of the state median income (SMI). AHFA may change this income limit annually when new income data becomes available from the U.S. Department of Housing and Urban Development. Homeowner's total housing ratio after assistance may not exceed 31% of the homeowner's total household income.  • A homeowner's eligibility for a loan modification or recast will also depend on the servicer's evaluation of the homeowner for a loss mitigation option.  Lien Extinguishment  • Homeowners applying for a lien extinguishment must have a total annual household income not to exceed 100 percent of the SMI. AHFA may change this income limit annually when new income data becomes available from the U.S. Department of Housing and Urban Development.  • Homeowners must be on a fixed income in order to be eligible for lien extinguishment. The homeowner's post-assistance housing ratio including all remaining junior liens and mortgage related expenses (homeowners insurance, flood insurance, property taxes, and HOA fees) may not exceed 31% of the total household income.
6. Property / Loan Eligibility Criteria	The homeowner must currently occupy the property as their primary residence, and the residence must be located within the state of Alabama. Eligible

7. Program Exclusions	structures include single- family homes, attached or detached, and manufactured housing attached to real property. The homeowner's current first-lien mortgage must have an unpaid principal balance totaling no more than \$258,690. Assistance for a loan modification or recast may not be used to reduce the property's combined loan-to-value below 80%.  Mortgage loans on second homes or investment properties.  Home Equity Line of Credit (HELOC).  Homeowners who have an ownership interest in a property other than their primary residence.
8. Structure of Assistance	A single payment made payable to the servicer will be disbursed.  Homeowners receiving funds will execute a note and a subordinate mortgage lien in favor of AHFA that will be recorded in public records against the property. Loans will be zero percent and non-amortizing.  Loans originated between the pilot program commencement and December 31, 2013, will be forgiven at the termination of a four-year term. Loans originated between January 1, 2014, and December 31, 2014, will be forgiven at the termination of a three-year term. Loans originated between January 1, 2015 and December 31, 2015 will be forgiven at the termination of a two-year term. Loans originated between January 1, 2016 and September 30, 2016 will be forgiven at the termination of a one-year term the day of the final disbursement. Loans originated between January 1, 2017, and December 31, 2018 will be forgiven at the termination of a two-year term. Loans originated on or after January 1, 2019 will be forgiven at the termination of a one-year term or at the End of Term (as defined in the Agreement), whichever comes first.  Loans will be repayable only if the homeowner sells the property before the forgiveness period expires and there is sufficient equity to pay all or part of the unforgiven balance of the loan. Repaid HHF funds will be used to assist additional homeowners in accordance with the Agreement.  Ongoing monitoring, repayments and satisfactions will be conducted through AHFA.
9. Per Household Assistance	Not to exceed a total of \$30,000 per household.
10. Duration of Assistance	A single payment made payable to the servicer will be disbursed.

11. Estimated Number of Participating Households	1,200
12. Program Inception / Duration	The program will be available to homeowners after Treasury approval and will last as long as the allocated amount of funds is available. After successful completion of a 60-day pilot program, AHFA will make the funds available for a statewide release.
13. Program Interactions with Other HFA Programs	Homeowners may participate in other Alabama HHF programs as long as the homeowners meet all program requirements established for each program. The total combined assistance for all programs may not exceed \$60,000. Homeowners are required to apply separately for each program.
14. Program Interactions with HAMP	This assistance can interact with any and all loan modification programs, including HAMP, provided that the homeowner meets the qualification ns established by AHFA and Treasury for HHF. HHF funds can be utilized before or after assistance from HAMP UP.
15. Program Leverage with Other Financial Resources	None.

# **SERVICE SCHEDULE B-4**

## **ALABAMA HOUSING FINANCE AUTHORITY**



## **SUMMARY GUIDELINES**

# **BLIGHT ELIMINATION PROGRAM**

1. Program Overview	AHFA will administer HHF to assist in the removal of blighted properties within the State of Alabama. AHFA will work in partnership with members of the Alabama Association of Habitat for Humanity Affiliates and local municipalities/counties as defined by the Code of Alabama 1975 Title 11 (Participants) to ensure blighted properties located in healthy neighborhoods are removed and the site greened.
2. Program Goals	The Blight Elimination Program will reduce foreclosures, promote neighborhood stabilization and maintain property values through the removal of unsafe vacant blighted single-family structures and subsequent greening in areas across the State of Alabama.  AHFA will work with Participants to identify meaningful indicators that will enable them to track and quantify the program's impact in the designated communities.
3. Target Population / Areas	This program will focus on targeted neighborhoods with vacant blighted properties. The program will target sustainable neighborhoods within the state. Participants will submit an application which will include a comprehensive plan identifying targeted neighborhoods for proposed demolition. AHFA will evaluate each application and select Participants based on but not limited to the following criteria: the number of blighted properties in the targeted area, the age of the housing stock, the number of vacant properties in the targeted area, and the proposed end use of the lots.
4. Program Funds (Excluding Administrative Expenses)	Not applicable. Program Funds may be disbursed under any program included in Schedule B.

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5. Property Eligibility Criteria	Property will be considered eligible if it meets the following criteria:		
Cincin	The property must be located in the State of Alabama.		
	The property must be owned by a Participant.		
	The property must be vacant at the time of application.		
	<ul> <li>The property is a nuisance due to age and/or condition as determined by local ordinance.</li> <li>The cost to remove the structure is reasonable as determined by the Participant.</li> <li>AHFA will determine property eligibility per program guidelines.</li> </ul>		
	For any requests submitted on or after January 15, 2016, properties must not be legally occupied at the time of any review or approval by the HFA or eligible entity (as applicable) for blight elimination activity.		
6. Ownership/Loan Eligibility Criteria	Properties must be owned by the Participant. Properties must have a loan that can be modified or extinguished.		
7. Program Exclusions	Commercial properties, multifamily properties, and properties listed on a state or national historic register will not be eligible for inclusion in this program.		
8. Structure of Assistance	Eligible Participants will submit an application for review by AHFA containing a comprehensive plan which outlines the neighborhood locations, neighborhood conditions, estimated cost of property removal and greening/maintenance strategies. Eligible sites must be owned by the Participant prior to demolition, located in a targeted neighborhood, vacant at the time of application, and be a nuisance to the community based on local ordinances. After the review of applications by AHFA, program funds will be set aside to eligible Participants based on the submitted plan. Program funds will reimburse Participants for eligible expenses. Each Participant will be responsible for securing clear and marketable title for blighted properties.		
	The Participant must collaborate with an approved financial institution to financial the cost of removal of the blighted property. HHF assistance will not excee \$25,000 per property. Any cost exceeding \$25,000 must be absorbed by the Participant.		
	AHFA will reserve funds via the Hardest Hit Alabama online reservation system. Prior to disbursement, required documentation must be submitted by the Participar to AHFA for review. Required documentation will include a Request for Funding Form, post-demolition photos, and a Certification of Completion. Additional documentation may be required as determined by AHFA A single payment made payable to the financial institution will be		

	disbursed after verification of the debris removal and greening (as applicable) has been provided. Eligible costs include removal of debris, contractor's fees, permit fees, final inspections, environmental assessments, title searches, greening and maintenance (not to exceed \$3,000.00) fees for a three-year period, and any other fees or charges required to complete the property removal. HHF will be used to extinguish the outstanding loan payable to the approved financial institution.  The Participant will execute a 0% non-amortizing loan in favor of AHFA. Loans will be forgiven at a rate of 33.3% per year on the anniversary of the final disbursement as long as covenants are met. The outstanding loan balance will become due and payable if the property is sold, its title transferred, or it is used for an unauthorized purpose prior to the loan's expiration. However, special considerations may be made by AHFA to release or subordinate its lien prior to the expiration of the loan term based upon the merit of the request and the proposed positive impact to the community as set forth in the program guidelines. The method for calculating the portion of the outstanding balance to be forgiven or released will be determined based upon the time and method of transfer. The outstanding balance may include any and all net sale proceeds and/ or the full principal balance of the loan.  Any recaptured funds will be recycled into the Program in accordance with the Agreement.
9. Per Property Assistance	Maximum assistance may not exceed \$25,000 per property.
10. Duration of Assistance	Funds will be disbursed to the Participants on a first-come-first-served basis. All assistance will be provided in one payment.
11. Estimated Number of Properties Demolished	50 properties
12. Program Inception / Duration	The program will begin on September 1, 2014 and will last as long as the allocation of funds is available or until September 30, 2018, whichever occurs first.
13. Program Interactions with Other HFA Programs	AHFA's Habitat for Humanity Loan Purchase Program - a partnership in which the Habitat Affiliates solicits the assistance of a local lender to serve as a conduit for the sale of the loan. The affiliate sells the mortgage to the local bank, which then sells the loan to AHFA.
14. Program Interactions with HAMP	None

15. Program Leverage	None.
with Other Financial	
Resources	

HHF Alabama Date: May 6, 2020

# SCHEDULE C

# PERMITTED EXPENSES

	Alabama
One-time / Start-Up Expenses:	
Initial Personnel	\$1,146,126.00
Building, Equipment, Technology	\$668,463.00
Professional Services	\$199,914.00
Supplies / Miscellaneous	\$131,193.00
Marketing /Communications	\$346,726.00
Travel	\$12,494.00
Website development /Translation	\$50,000.00
Contingency	\$131,193.00
Subtotal	\$2,686,109.00
Operating / Administrative Expenses:	
Salaries	\$7,537,000.00
Professional Services (Legal, Compliance, Audit, Monitoring)	\$1,563,000.00
Travel	100,000.00
Buildings, Leases & Equipment	\$900,000.00
Information Technology &	
Communications	\$1,408,491.00
Office Supplies/Postage and Delivery/Subscriptions	\$200,000.00
Risk Management/ Insurance	\$200,000.00
Training	\$100,000.00
Marketing/PR	\$1,900,000.00
Miscellaneous	\$134,145.00
Subtotal	\$14,042,636.00
Transaction Related Expenses:	
Recording Fees	\$4,500,000.
Wire Transfer Fees	\$200,000.00
Counseling Expenses	4
File Intake	\$3,639,707.00
Decision Costs	\$0.00
Successful File	\$693,452.00
Key Business Partners On-Going	\$1,467,542.00

Subtotal	\$10,500,701.00
Grand Total	\$27,229,446.00
% of Total Award	16.75%
Award Amount	\$162,521,345.00